

**APPLICATION FOR EMPLOYMENT
MARION COUNTY**

DATE OF APPLICATION _____

PERSONAL INFORMATION:

Last Name	First Name	Middle Initial
Mailing Address		City/State/Zip
Phone Number	Social Security #: _____	
	US Citizen	Yes No Green Card

Have you been convicted of or pled guilty or no contest to a felony?
If yes, explain: _____

Emergency Contact Name _____ Phone Number _____

Position Applied For: _____ Salary Desired: _____

Date you can start: _____ Are you employed now? Yes No

Current Employer: _____ Phone #: _____

EDUCATION:

High School Graduate? Yes No GED? Yes No

CDL Yes No If yes, Class _____

Special Skills/Licenses/Certificates: _____

Higher Education: List schools attended/graduated from and degrees obtained

EMPLOYMENT HISTORY:

Employer: _____ Phone: _____
Supervisor: _____ Position Title: _____
Job Duties: _____
Date Started: _____ Date Ended: _____ Reason for Leaving: _____

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Supervisor: _____ Position Title: _____
Job Duties: _____

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Supervisor: _____ Position Title: _____
Job Duties: _____
Date Started: _____ Date Ended: _____ Reason for Leaving: _____

Do you have any relatives working here? Yes No
If yes, list names and their relation to you _____

REFERENCES:

Name: _____ Title: _____
Address: _____ Phone #: _____
Name: _____ Title: _____
Address: _____ Phone #: _____
Name: _____ Title: _____
Address: _____ Phone #: _____

I certify that information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all the information listed above.

I understand that any employment is conditioned on a background check. I authorize the County to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment character and general reputation to the County, without giving me prior notice of such disclosure. In addition, I release the County, any former employers and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at will" and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or the County. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the County unless made in writing.

If I am offered employment I agree to submit to a drug test before starting work. If employed, I also agree to submit to a drug test at any time deemed appropriate by the County and as permitted by law. I consent to such tests and request that the results be disclosed to the County, which results shall remain confidential and segregated from my personnel file. I understand that my employment or continued employment, to the extent permitted by law, is contingent upon satisfactory drug test, and if I am hired, a condition of my employment will be that I abide by the County's Drug and Alcohol Policy.

I understand that filling out this form does not indicate there is a position open and does not obligate the County to hire. If hired, I agree to abide by all County work rules, policies, and procedures. This retains the right to revise its policies or procedures in whole or in part at any time

Signature: _____ Date: _____